



Approve or Reject an OTCnet Account

To approve or reject an OTCnet account creation or modification request, complete the following steps:

1. Log into OTCnet and select **Manage Users** under the **Administration** tab.
2. Log into IBM Security Identity Manager (ISIM) with OTCnet credentials. The *Request Management-Your To-Do List* page appears.
3. Click **Account Approval**. The *Approve/Reject the Request* page appears.
4. Click the **Schedule for Now** or **Schedule for Later** radio button.



Application Tip

If the **Schedule for Later** radio button is selected, enter the **Date** and **Time** the identity should be created.

5. Click **Approve**, **Reject** or **Cancel**.



Application Tip

Click **Approve** to approve the user account request. Click **Reject** to reject the user account request. Click **Cancel** to return to the ISIM Home Page. No data will be saved.



Application Tip

Click **View Request Data** to view details of the request. Click **Back** to return to the *Approve/Reject the Request* page.